



MPC

FOUNDATION

MONTEREY PENINSULA COLLEGE

Finance Committee Meeting Minutes October 7, 2021 via videoconference

Committee Members Present: Jeremy Green, Jason Griffin, Nathan Steen
Committee Members Absent: Joe Servi,
Staff Present: Karen Kelly, Beccie Michael

1. Chair Jeremy Green called the meeting to order at 4:03 pm.
2. There were NO GUESTS and NO PUBLIC COMMENT
3. Approval of August 5, 2021 Minutes
 - Motion: Mr. Griffin; second: Mr. Steen
 - Ayes: Mr. Green; Nays: none
4. Review of 2021 Third Quarter Financial Statements

Chair Jeremy Green provided an overview of the *Balance Sheet with Previous Year Comparison and Profit and Loss Budget vs. Actual* statements for the quarter ended September 30, 2021:

 - Overall, it has been a good nine months financially.
 - MPCF 's Net Assets are up 23% relative to Q3 of 2020, while Liabilities are up only 18%
 - The second of MPCF's two *Payroll Protection Program* Loans remains in Current Liabilities, but loan forgiveness seems certain, so our Liabilities should decrease by year-end
 - *Profit & Loss Budget vs. Actual* statement shows strong favorable performance for Income as well as Expenses, resulting in \$1.35M excess Net Income over budget at the end of Q3
 - Investments continue to provide income well over budget expectations
 - Recommendation for Board Approval, 2021 Q3 Financial Statements
 - Motion: Mr. Steen; second: Mr. Griffin
 - Ayes: Mr. Green; Nays: none
5. Review of 2020 IRS Form 990

Foundation Accounting Manager Karen Kelly briefly reviewed the Foundation's informational tax return prepared by the firm that prepares the annual audited financial statements, EideBailly. The financial data reported to the IRS on form 990 ties to the information presented in the board-approved Independent Auditor's Report on Financial Statements for 2020.

 - The committee agreed to recommend the 2020 Form 990 for acceptance by the full board.
 - Motion: Mr. Griffin; second: Mr. Steen
 - Ayes: Mr. Green; Nays: none

6. 2022 Budget Discussion

Beccie Michael, MPCF Executive Director, updated the committee on 2022 budget development. Some important features of the proposed 2022 budget include:

- A new line in the Income Section of the budget, *Distribution of Invested Funds*, to depict Unrestricted investment returns earned in 2021 and available to spend in 2022
- Revenue and expenses will both increase moderately from last year
- Expense increases include Payroll to accommodate a new fulltime position hired late 2021, and new Staff Development prospects as conferences and travel become feasible again
- Expense decreases include Emergency Assistance to students as the effects of the pandemic abate
- This budget anticipates a large increase in Net Income over 2021's budget

7. Mr. Green adjourned the meeting at 4:44 pm

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